



INDIANA DEPARTMENT OF CORRECTION

Community Corrections Division

2012 – 2013 Staff Development Calendar

Updated 01/25/2013

WELCOME!

We appreciate your interest in learning more about staff training and development opportunities sponsored and/or supported by the Community Corrections Division of the Indiana Department of Correction. In the following pages you will find:

- A Description of each of the trainings sponsored by the Community Corrections Division of the Indiana Department of Correction
- Registration Requirements & Training Guidelines & Contact Information
- Training Course Schedule & Location

COURSE DESCRIPTIONS:

Course Name	Audience	Hrs	Description
DHB	Case Management / Corrections Staff & Mgrs	8	Informational session designed to provide a clear understanding of current IDOC Disciplinary Hearing Board Policy and Procedure
Effective Case Planning	Case Mgmt. / Corrections Staff & Mgrs.	8	Instruction provided regarding the fundamentals of effective community supervision via assessment, case plan development, program referral, and various case management techniques.
Effective Communication & Motivational Strategies (ECMS)	Case Mgmt. / Corrections Staff & Mgrs. Executive & Support Staff	32	Instruction for staff working with chemically dependent /resistant criminal populations; to provide knowledge, skills & techniques to help clients effectively internalize motivation for change. Training focus is on: Intervention, Factors related to resistance, Stages of change, Basic & Advanced communication techniques.
FOTA	Field Officers/ Corrections Staff & Mgrs. Executive & Support Staff	24	Instruction/training designed to provide Electronic Monitoring Field Officers with information and practical classroom application scenarios regarding effective electronic monitoring field practices and techniques.
Evidence Based Practice (EBP)	Case Mgmt. / Corrections Staff & Mgrs. Executive & Support Staff	8	Informational session to provide participants with instruction of why evidence based practice is crucial to effective client management; the various components of evidence based practice, and provided associated reference/ resource material.
Quality Assurance	Executive & Mgmt. Staff	8	Informational session to provide instruction regarding the link between Quality Assurance and EBP. Discuss various steps associated with implementing a quality assurance program and challenges therein. Will be provided various resource materials designed to assist respective agencies on this topic.
Thinking for a Change (T4C) Facilitator Training	Case Management / Corrections Staff & Mgrs.	32	Instruction regarding a 25 lesson cognitive behavior change program. Staff learn the foundations of cognitive approaches, the components of the T4C program, demonstrate a cog. self-change, social skill & problem solving lesson, and plan for program implementation

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REGISTRATION:

To register for any of the aforementioned trainings provided by IDOC, please contact Director Mike Lloyd at mclloyd@idoc.in.gov Please use the following format for the registration process:

1. Send an e-mail with the words **“Training Registration Request”** indicated in the “subject” box.
2. In the body of the e-mail please indicate
 - a) The Name, Date, and Location of the training you are registering for.
 - b) Your name (or names of individuals being registered), County, and Agency
 - c) Your contact information or agency representative in case of training modification, postponement or cancellation.
3. The name of the person authorizing the training (if other than you).

TRAINING GUIDELINES:

Appearance/Dress:

Business Casual- if not in uniform

Class Size:

For each training provided by IDOC to occur, there **MUST** be a minimum of ten (10) participants per class. If the minimum number of participants have not registered by the end of the business day WEDNESDAY, the week **prior** to the training, an e-mail will be sent out postponing the training until such time that the minimum class size can be obtained. Lastly, all training slots will be filled on a first come first serve basis.

Class	Training Days	Minimum #	Maximum #
• T4C	4 ½	10 Slots	15 Slots
• ECMS	4 ½	10 Slots	20 Slots
• Case Mgmt.	1	10 Slots	20 Slots
• FOTA	3	10 Slots	20 Slots
• EBP	1	10 Slots	20 Slots
• Quality Assurance	1	10 Slots	20 Slots
• DHB	1	10 Slots	20 Slots

Training Times:

The following class times will be observed unless otherwise indicated prior to the training:

Day 1:	Start 08:30	Day(s) 2 – 5:	Start 08:00
	Break 10:15 – 10:30		Break 10:15 – 10:30
	Lunch 12:00 – 13:00		Lunch 12:00 – 13:00
	Break 14:30 – 14:45		Break 14:30 – 14:45
	End 16:30		End 16:30

Case Mgmt, EBP, Quality Assurance, and DHB are each 1 day in length and will follow the “Day 1” format indicated above.

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EBP	Dubois Co	JULY 10 2012	Dubois Co CC 257 Brucke Strasse Jasper, IN	Registration Closed
Case Plan	Dubois Co	JULY 11 2012	Dubois Co CC 257 Brucke Strasse Jasper, IN	Registration Closed
QA	Dubois Co	JULY 12 2012	Dubois Co CC 257 Brucke Strasse Jasper, IN	Registration Closed
DHB	Marion	JULY 24 2012	Duvall Residential Cent 1848 Ludlow Ave Indianapolis, IN	Registration Closed
EBP	Marion	JULY 25 2012	Duvall Residential Cent 1848 Ludlow Ave Indianapolis, IN	Registration Closed
Case Plan	Marion	JULY 26 2012	Duvall Residential Cent 1848 Ludlow Ave Indianapolis, IN	Registration Closed
FOTA	Marion	AUG 28 - 30 2012	Duvall Residential Cent 1848 Ludlow Ave Indianapolis, IN	Registration Closed 4 on the wait list
EBP	Jackson	SEPT 11 2012	Seymour PD 205 N Ewing St Seymour, IN	Registration Closed
Case Plan	Jackson	SEPT 12 2012	Seymour PD 205 N Ewing St Seymour, IN	Registration Closed
QA	Jackson	SEPT 13 2012	Seymour PD 205 N Ewing St Seymour, IN	Registration Closed
FOTA	Wells	OCT 09 - 11 2012 Change in dates	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
FOTA	Dubois	OCT 2 - 4 2012	Dubois Co CC 257 Brucke Strasse Jasper, IN	Registration Closed
ECMS	Stark	OCT 22 - 26 2012	Starke Co CC 55 E. Lake St.. Knox, IN	Registration Closed
IACCAC	INDY	NOV 7	Downtown Mariott	Ethics and FOTA Overview
EBP	Starke	NOV 13 2012	Starke Co CC 55 E. Lake St.. Knox, IN	Registration Closed 3 on wait list
Case Plan	Stark	NOV 14 2012	Starke Co CC 55 E. Lake St.. Knox, IN	Registration Closed 5 on the wait list
QA	Stark	NOV 15 2012	Starke Co CC 55 E. Lake St.. Knox, IN	Registration Closed
FOTA	Stark	NOV 27 - 29 2012	Starke Co CC 55 E. Lake St.. Knox, IN	Registration Closed

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ECMS	Dubois	DEC 10 - 14 2012	Dubois Co CC 257 Brucke Strasse Jasper, IN	Registration Closed
EBP	Wells	DEC 18 2012	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
Case Plan	Wells	DEC 19 2012	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
QA	Wells	DEC 20 2012	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
T4C	Wells	JAN 7 - 11 2013	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
DHB	Wells	JAN 22 2013	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
ECMS	Marion	JAN 28 - FEB 1 13	Duvall Residential 1848 Ludlow Ave Indianapolis, IN	Registration Closed 3 on wait list
DHB	Jackson	FEB 5 2013	Seymour PD 205 N Ewing St Seymour, IN	1 open slots
DHB	Dubois	FEB 7 2013	Dubois Co CC 257 Brucke Strasse Jasper, IN	11 open slots
T4C	Vigo	FEB 11 - 15 2013 Change in location	Vigo Co CC 104 S. First Street Terre Haute, IN	4 open slots
FOTA	Jackson	FEB 19 -21 2013 Change in dates	Seymour PD 205 N Ewing St Seymour, IN	1 open slots
DHB	Stark	FEB 26 2013	Starke Co CC 1911 S Heaton St Knox, IN	3 open slots
T4C	Jackson	MAR 11 - 15 2013	Seymour PD 205 N Ewing St Seymour, IN	Registration Closed
ECMS	Wells	MAR 25 - 29 2013	4 – H Building 1240 S. 4H Road Bluffton, IN	Registration Closed
ECMS	Jackson	APR 8 - 12 2013	Seymour PD 205 N Ewing St Seymour, IN	5 open slots
T4C	Dubois	APR 22 - 26 2013	Dubois Co CC 257 Brucke Strasse Jasper, IN	Registration Closed
DHB	Marion	MAY 30 2013	Duvall Residential Cent 1848 Ludlow Ave Indianapolis, IN	17 open slots
T4C	Marion	JUNE 3 - 7 2013	Duvall Residential Cent 1848 Ludlow Ave Indianapolis, IN	Registration Closed

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